

INTRADEPARTMENTAL CORRESPONDENCE

October 1, 2015

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TO: Honorable Members of the Board of Police Commissioners

FROM: President, Board of Police Commissioners

SUBJECT: COMMISSION LIAISON AND ASSIGNMENTS

The Board of Police Commissioners (Board) provides civilian oversight to the Los Angeles Police Department (Department) as mandated by the City Charter. In order to facilitate this complex task and to provide the Board the ability to oversee the Department more effectively, I am assigning specific oversight of the Department's operational functions to individual Commissioners with the below designated Command Staff.

This will also provide the Department with information so the respective Department entities can provide their assigned Commissioners with information on various projects. As necessary I will appoint various Commissioners to Ad-Hoc Committees for the purpose of dealing with specific issues as they are needed.

The following assignments are effective immediately.

**Undercover Investigation Committee
Commissioners Johnson and Saltzman**

In accordance with the Intelligence Guidelines for Anti-Terrorism Intelligence Section approved by the Commission on September 25, 2012, the President designates himself and Commissioner Saltzman as the Commission's Undercover Investigation Committee to fulfill the responsibilities contained in the Intelligence Guidelines for Anti-Terrorism Intelligence Section. Staff support will be provided by the Executive Director and Inspector General.

**Intelligence Guidelines for Anti-Terrorism Intelligence Section, Audit Committee
Commissioners Figueroa-Villa and Saltzman**

In accordance with the Intelligence Guidelines for Anti-Terrorism Intelligence Section shall audit annually the operations of Major Crimes Division for compliance with the Intelligence Guidelines. Staff support will be provided by the Office of the Inspector General.

**Executive Management
Commissioners Johnson and Soboroff**

The President and Commissioner Soboroff will meet with the Chief of Police on all policy matters. The Executive Director provides staff support.

**Chief of Staff
Commissioner Johnson**

President Johnson will co-ordinate Commission business as necessary with the Chief of Staff to ensure the Department is responsive to the requests and directions of the Board. The Executive Director provides staff support.

**Office of Operations Liaison
Commissioner Johnson and Figueroa-Villa**

President Johnson and Commissioner Figueroa-Villa will be the point of contact for the Director, Office of Operations as it relates to all matters within the responsibility of that office. The Executive Director provides staff support.

Office of Operations Bureau Liaisons

To facilitate communication with the Police Commission, each of the four geographic bureaus is assigned a Commissioner as a liaison. The President is not assigned a specific geographic bureau, which allows him to be available to all bureaus. These Commissioners will also oversee the various strategies in each of the geographic areas to prevent criminal activity.

**Central Bureau – Commissioner Figueroa-Villa
South Bureau – Commissioner Saltzman
Valley Bureau – Commissioner Soboroff
West Bureau – Commissioner Kim**

**Office of Special Operations
Commissioners Johnson and Kim**

President Johnson and Commissioner Kim will be the point of contact for the Director, Office of Special Operations as it relates to all matters within the responsibility of that office. The Executive Director provides staff support.

**Office of Administrative Services
Commissioners Soboroff and Figueroa-Villa**

Commissioners Soboroff and Figueroa-Villa will be the point of contact for the Director, Office of Administrative Services as it relates to all matters within the responsibility of that office. The Executive Director provides staff support.

**Office of Constitutional Policing and Policy
Commissioners Kim and Saltzman**

Commissioners Kim and Saltzman will be the point of contact for the Director, Office of Constitutional Policing and Policy as it relates to all matters within the responsibility of that office. The Executive Director provides staff support.

**Professional Standards Bureau
Commissioners Figueroa-Villa and Soboroff**

Commissioners Figueroa-Villa and Soboroff will be the point of contact for the Commanding Officer, Professional Standards Bureau as it relates to all matters within the responsibility of that office. The Executive Director provides staff support.

The following shall be standing committees of the Board in order to provide special oversight to the identified areas.

**Police Officer Recruitment and Hiring
Commissioners Johnson and Saltzman**

The President and Commissioner Saltzman will liaison with the Department and the City Personnel Department relative to ensuring that Police Officer recruitment and hiring provides the diversity reflective of the City of Los Angeles. The Executive Director provides staff support.

**Risk Management Legal Affairs Group
Commissioners Kim and Saltzman**

Commissioners Kim and Saltzman will be the point of contact for the Risk Management Legal Affairs Group regarding the implementation of the Departments Risk Management Strategy and monitoring of litigation. The Executive Director and Inspector General will provide staff support.

**Use of Force Committee
Commissioners Johnson and Saltzman**

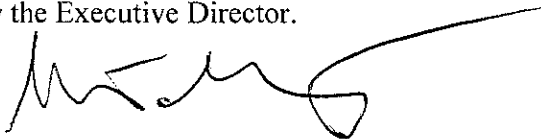
President Johnson and Commissioner Saltzman will be the point of contact relative to specific matters regarding Use of Force policies and procedures. The Executive Director and Inspector General provide staff support.

**Designated Personnel Commissioner
Commissioner Saltzman**

Commissioner Saltzman will review and approve third level grievances by Department employees. Staff support will be provided by the Officer-in-Charge, Police Commission Employee Relations Unit will assist with the investigation, review and recommendations for the Commissioner to review and approve.

**Designated Parade Commissioner
Commissioner Kim**

This Commissioner will assist in the event there is an appeal made by an applicant for a Special Event denial or conditions that are imposed upon the applicant they do not concur with. Staff support provided by the Executive Director.



MATTHEW M. JOHNSON, President
Board of Police Commissioners